

BOARD OF DIRECTORS – ACTION SUMMARY
Wednesday, August 24, 2005 – 6:00 p.m.

Administration Building
2101 Hurley Way, Sacramento, CA

CALL TO ORDER

The meeting was called to order by President Granados. Board Members present: Engellenner, Goold, Granados, Jones, Lawson, Trujillo, Valley. Directors Duveneck and Kelly, absent. Staff: Fire Chief Martinez, General Counsel Price, Board Clerk Tilson.

PLEDGE TO FLAG led by the Boy Scouts Troop 386 from the Carmichael Elks Lodge #2103.

METRO CABLE 14 ANNOUNCEMENT

The Meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, August 27 at 1:00 p.m. and Monday, August 29 at 7:00 p.m. Webcast at www.sacmetro cable.tv. A VHS copy is also available for checkout from any library branch.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

CONSENT AGENDA:

- Director Jones requested the following comments in support of her position be inserted in the August 10, 2005 Action Summary under Addition to the Agenda - Nomination of Director Duveneck to the CSDA Board:
 - Discussion of CSDA was on the agenda on May 25, 2005. For some reason it was taken off, so we had the opportunity to discuss it a couple months earlier.
 - In Director Duveneck, the District had a sitting incumbent on the Board.
 - It represented a unique and first-time opportunity for the fire service to have a representative on the CSDA board.

Suggested general discussion by the Board on another option instead of Action Summaries to enter into the record, perhaps the DVD.

Director Goold supported the concept of a DVD or videotape for viewing by the public of all comments made with very basic Action Summaries; review by the Policy Committee.

1. **Board Meeting Action Summary—August 10, 2005**
2. **Special Board Meeting Action Summary—August 15, 2005**

- **Board Action:**
Engellenner/Lawson—approve the Consent Agenda with additions to the August 10 Action Summary. Directors Engellenner, Goold, Granados, Jones, Lawson, Trujillo, Valley, AYE. Directors Duveneck and Kelly, absent. Motion carried.

ACTION ITEM(S)

1. Fire Chief Job Description—(Granados)

- Minimum Qualifications, Page 2, Paragraph #1 of the job description, five years changed to *three*, to prevent elimination of qualified candidates.
- Required Skills and Information, in the second paragraph, Department changed to *District*, for consistency.
- Licenses/Certificates Required, a change in the second paragraph from . . . a current certification in Red Cross cardio-pulmonary resuscitation to . . . *required certifications and licenses*.
- **Board Action:**
Goold/Engellenner—approve the job description with changes. Directors Engellenner, Goold, Granados, Jones, Lawson, Trujillo, Valley, AYE. Directors Duveneck and Kelly, absent. Motion carried.

2. Paramedic Intern Program—(Cantelme)

[Taken out of order after Closed Session]

Director Goold recused due to a conflict of interest.

- Presentation of a proposal to change the model used to deliver paramedic intern training from the current pre-fire academy training model to a post-fire academy training model. Currently, personnel are hired as interns to attend the paramedic academy and upon successful graduation, placed into the fire academy. The proposed model would hire personnel to attend the fire academy, upon graduation be placed in the field for 12 months, then into the paramedic academy.

- Background information provided. Sacramento Metropolitan Fire District, in partnership with American River College, began its first paramedic intern academy in 2002, with two academy graduations and a third to be completed in January. The program is continuously monitored for changes or enhancements to ensure its high quality.
- The fiscal impact of this proposed paramedic intern training model will be approximately \$8,000 per student. The added cost to the program is a direct result of the higher salary the students receive while in the paramedic academy but the proposed model reduces the academy by a minimum of four months, offsetting the higher salaries.

The reduction in academy hours from 600 plus hours to 480 hours would reduce the cost to around \$5,000 per student based on information from Phoenix, Los Angeles, and San Francisco.

- Director Trujillo expressed concern in investing money without any hook in retaining the interns.
- Captain Monahan, Vice President of Local 522, expressed support of the revision of the EMS Program. The current staffing document will be exceeded by about 60-65 people with a significant spike in salaries and benefits in the 1000 Account, but this is a shared responsibility with the District and should not be brought back in a negative light.
- Fire Chief Martinez stated 50-60 retirements are anticipated in 14 months and the maximum to come on board is about 25 per year. No real problem with EMTs or paramedics leaving the District for other agencies.
- Director Jones expressed total support and quoted national statistics demonstrating a 95% success rate using this program model versus 70%.
- Staff recommends the Board approve changing the paramedic academy model from a pre-fire academy model to a post-academy model.

- **Board Action:**

Jones/Trujillo—approve the staff recommendation. Directors Granados, Jones, Lawson, Trujillo, Valley, AYE. Directors Duveneck, Engellenner, Goold, and Kelly, absent. Motion carried.

PRESENTATION ITEM (S) None.

PRESIDENT'S REPORT—(Granados)

- Observed a two-alarm fire yesterday around 4 p.m. with another further down. Crews did a good job.
- Received copy of a letter from Bryan Clark, a former Fire Prevention Inspector who went to work for Elk Grove because he felt there wasn't any opportunity for career development. No position should be a dead end—future discussion with Fire Marshal Dobson.

Director Trujillo left at 8:40 p.m.

FIRE CHIEF'S REPORT—(Martinez)

- Met today with Fire Chief Jim McCart of Amador County Fire Protection District relative to exploring options to provide paid staffing for his district due to growth. Discussions will be on-going.

GENERAL COUNSEL'S REPORT—(Price) None.

COMMITTEE AND DELEGATE REPORTS:

Executive Committee—(Granados)

- Next Meeting: TBD

Communications Center Delegate—(Engellenner)

Director Goold reported for Director Engellenner:

- On August 15, the Communications Center hired Glenn Swarner as the Operations Manager.
- On August 30, 10:30 a.m. at the Hurley Administration Board Room, there will be a special retirement honoring Fire Chief Martinez. The public is welcome to attend; there will be refreshments.

California Fire & Rescue Training Authority—(Goold)

- Next meeting: September 9, 2005 – 10 a.m.

Finance Committee—(Jones)

- Next meeting: September 14, 2005 – 5:00 p.m.

Policy Committee—(Trujillo)

- Next meeting: September 28, 2005 – 5:00 p.m.

BOARD MEMBER QUESTIONS AND COMMENTS:**Board Members:**

- Thanked Boy Scout Troop 386 for the Flag presentation.

Valley:

- At the last workshop, discussed sending the Labor-Management Committee to look at different Fire Departments.

Fire Chief Martinez stated it was his intent to suggest to the new Fire Chief that a delegation of labor and management be sent to look at the St. Louis and Phoenix Fire Department programs.

- Requested an update on discussion of a full-time representative to communicate information back and forth.

Fire Chief Martinez stated all agree we need a strong labor-management committee to work through our issues. Suggested the idea be embraced and let the collective group of managers and union representatives go back and look at a few programs.

Captain Pat Monahan stated he is the full-time representative for Sacramento Metropolitan Fire District but anticipates the reference may be to have someone assigned to day shift.

Lawson:

- Supported the comments made by Director Valley. He initially proposed this during the Strategic Planning workshop to facilitate a better relationship.

Jones:

- Concern expressed on scheduling the Economic Development & Planning workshop for a future agenda in 2005, possibly the second meeting in October.

Goold:

- Requested staff keep him in the loop regarding the presentation to the City Council of Citrus Heights.
- Would like a policy change relative to our voting process.
- Stressed the need to form a Business Services Division to address issues presented to the District.

Martinez:

- Fire Chief application process to be posted on Friday, August 26, 2005.

RECESS TO CLOSED SESSION 6:20 PM

[Taken out of Order After Action Item #1]

[Director Engellenner left at 7:55 p.m.]

RECONVENE TO OPEN SESSION 8:15 PM

Report by General Counsel Price:

CLOSED SESSION GOVERNMENT CODES:**1. PERSONNEL MATTERS**

Pursuant to California Government Code Section 54957

Fire Chief Selection Process

The Board approved the selection screening documents, the timeline for the application, and the selection process. No action taken.

[See Action Item No. 2 Taken Out of Order]

ADJOURNMENT – Meeting adjourned at 8:55 p.m.

Gregory A. Granados, President

Matt Kelly, Secretary

Charlotte Tilson, Clerk of the Board